

Message Text

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ACTION SS-15

INFO OCT-01 NEA-10 ISO-00 SSO-00 CCO-00 SY-05 A-01
SSM-03 OC-06 NSCE-00 /041 W
-----019229 292159Z /70
O 292053Z JUL 78 ZFF-4
FM USMISSION SINAI
TO SECSTATE WASHDC IMMEDIATE 4310
INFO AMEMBASSY CAIRO IMMEDIATE
AMEMBASSY TEL AVIV IMMEDIATE

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EO 11652: N/A
TAGS: OVIP (VANCE, CYRUS R)
SUBJECT: SECRETARY'S VISIT: SECRETARIAT STAFF REQUIREMENTS

REF: STATE 190857

1. POST HAS REVIEWED S/S REQUIREMENTS AS SET FORTH REFTEL AND WE BELIEVE THAT WE CAN PROVIDE REQUESTED SUPPORT FOR EITHER EXTENDED STAY OR SERIES OF DAILY VISITS, WITH A FEW ADJUSTMENTS TO PROVIDE FOR UNIQUE CIRCUMSTANCES AT POST. OFFICES FOR PARTY WILL BE LOCATED IN REGULAR OFFICE SPACE CONTIGUOUS TO EACH OTHER, THE CONFERENCE SITE, C&R UNIT AND ONLY 500 FEET FROM RESIDENCE UNITS. STAFF SHOULD BE AWARE THAT AREA IS MOST COMPACT WHICH PROVIDES FOR EFFICIENT USE OF EXISTING RESOURCES BUT NECESSITATES THAT NOISE AND TRAFFIC BE KEPT TO A MINIMUM TO REDUCE DISTRACTION TO CONFERENCE DELEGATES.

2. SFM HAS SMALL STAFF WHICH WILL STILL BE REQUIRED TO MEET ITS RESPONSIBILITIES UNDER SINAI II AGREEMENT. POST CAN PROVIDE FSO RICHARD FISHER AND TWO TDY SECRETARIES (SEE PARA 7) TO ASSIST S/S TEAM ON A FULL TIME BASIS BUT ANY ADDITIONAL PERSONNEL WOULD HAVE TO BE BROUGHT TDY TO SFM. GIVEN UNIQUE
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CIRCUMSTANCES AT SFM, PLEASE ADVISE IF FISHER AND SECRETARIES WILL BE ADEQUATE FOR TEAM'S REQUIREMENTS OR IF ADDITIONAL PERSONNEL ARE NEEDED. ALSO REQUEST THAT S/S CONSIDER FEASIBILITY OF USING A SINGLE S/S TEAM OR DAILY ROTATION OF TEAMS AT SFM TO MINIMIZE SUPPORT STAFF HOUSING REQUIREMENTS.

3. SFM UNABLE TO PROVIDE TICKER SERVICE. WE WILL REQUEST

CAIRO AND TEL AVIV PROVIDE THIS SERVICE. IF PARTY OVERNIGHTS CAIRO OR JERUSALEM SERVICES WOULD BE PROVIDED PARTY BEFORE DEPARTURE FOR SFM AND UPON RETURN. HOWEVER, IF PARTY OVERNIGHTS SFM, MEDIA SERVICE WOULD BE DELIVERED ON DAILY RUN TO SFM FROM TEL AVIV AND CAIRO FOR ARRIVAL AT SFM EARLY AFTERNOON. SIMILAR ARRANGEMENTS WOULD BE MADE FOR DELIVERY OF NEWSPAPERS.

4. SECRETARY'S STAFF WILL BE HOUSED IN TWO OFFICE AREA ADJACENT TO SECRETARY'S OFFICE, 12 FEET FROM SY COMMAND CENTER AND C&R UNIT. OFFICES CAN HOUSE 2 SECRETARIES AND 2 STAFF ASSISTANTS AND MEET REQUIREMENTS SET FORTH REFTEL.

5. SECRETARIAT STAFF (S/S) WOULD BE HOUSED IN LARGE (12 FEET BY 30 FEET) OFFICE ADJACENT TO CONFERENCE ROOM, 10 FEET FROM SECRETARY'S OFFICE AND 20 FEET FROM C&R UNIT. OFFICE CAN HOUSE FOUR DESKS, COPIER AND TRUNKS. REITERATE OUR CONCERN THAT NOISE BE MINIMIZED BECAUSE OF PROXIMITY TO CONFERENCE SITE AND SECRETARY'S OFFICE.

6. SENIOR STAFF WILL BE HOUSED IN OFFICE (12 FEET BY 23 FEET) ADJACENT TO S/S OFFICE DIRECTLY BEHIND CONFERENCE SITE. OFFICE CAN ACCOMMODATE REQUIREMENTS AS SET FORTH REFTEL.

7. A) PLEASE CONFIRM THAT ONLY SECRETARIAL SUPPORT REQUIRED LIMITED OFFICIAL USE

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BY PARTY FROM POST IS TWO SECRETARIES FOR ASSIGNMENT TO S/S TEAM. SFM HAS ONLY ONE SECRETARY WHO WILL BE COMPLETELY ABSORBED BY TRIP REQUIREMENTS. POST HAS ALREADY REQUESTED (SINAI 1732) TWO TDY SECRETARIES FOR S/S TEAM AND WOULD NEED ADDITIONAL TDY SUPPORT FOR ANY ADDITIONAL OFFICIAL PARTY SECRETARIAL SUPPORT REQUIREMENTS.

B) POST HAS NO SECURITY CLEARED PERSONNEL WHO COULD BE UTILIZED AS COURIERS AND WE WOULD HAVE TO BRING TDY PERSONNEL TO SFM TO PERFORM THIS FUNCTION. GIVEN CLOSE PROXIMITY OF C&R UNIT TO SECRETARIAT, SECRETARY'S STAFF AND SENIOR STAFF OFFICES PLEASE ADVISE IF THIS REQUIREMENT CAN BE WAIVED.

8. POST IS MAKING EVERY EFFORT TO PROVIDE PARTY WITH TOP QUALITY IBM SELECTRIC TYPEWRITERS. HOWEVER, SFM USES STANDARD US CURRENT (110V; 60 CYCLES) AND BACKUP MACHINES CANNOT BE OBTAINED IN CAIRO OR TEL AVIV. STRONGLY RECOMMEND THAT S/S BRING 4 TO 8 TYPEWRITERS FROM US TO INSURE THAT REQUIREMENT IS MET. B) COPY MACHINES - AS STATED SINAI 1732 POST HAS TWO NEW SAVIN 770 COPIERS, ONE XEROX 660 I, ONE NASHUA COPYGRAPH 220; ONE CANON NP50 COPIER. ADDITIONAL COPIERS CANNOT BE OBTAINED IN CAIRO OR TEL AVIV BECAUSE OF CURRENT/ CYCLE DIFFERENCES. IN LIGHT OF CLOSE PROXIMITY OF OFFICES

AND C&R UNIT POST BELIEVES THAT EXISTING COPIERS CAN MEET S/S REQUIREMENTS. ONE COPIER WILL BE ASSIGNED EXCLUSIVELY TO S/S AND THE OTHER COPIER, WHICH WOULD SERVE AS BACKUP, WOULD BE SHARED WITH C&R UNIT. C) OFFICE SUPPLIES CAN BE PROVIDED ALTHOUGH IT WILL BE NECESSARY TO BORROW SOME ITEMS FROM NEIGHBORING POSTS.

9. POST HAS NO MARINE SECURITY GUARDS AND SINAI II AGREEMENT PRECLUDES THEIR PRESENCE IN EARLY WARNING AREA. HOWEVER, POST WILL INSURE ENTIRE OFFICE COMPLEX IS SECURED FOR DURATION OF VISIT. STAFF SHOULD BE REMINDED THAT CONTRACTOR PERSONNEL ON SITE DO NOT HAVE REQUIRED SECURITY CLEARANCES AND EXERCISE APPROPRIATE PRECAUTIONARY MEASURES.

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10. BECAUSE OF SFM'S ISOLATED LOCATION WE ASSUME THAT S/S TEAM WILL NOT REQUIRE A VEHICLE WHILE AT SFM. HOWEVER, TEAM WILL BE PROVIDED NECESSARY TRANSPORTATION AND ASSISTANCE UPON ARRIVAL AND DEPARTURE.

11. WOULD APPRECIATE EARLIEST NOTIFICATION OF IDENTITY AND ARRIVAL DATA FOR S/S ADVANCE TEAM IN ORDER TO MAKE APPROPRIATE LOGISTICAL ARRANGEMENTS.
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Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 29 jul 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: RELEASED
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment: 25 YEAR REVIEW
Disposition Date: 20 Mar 2014
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978SINAI01770
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Expiration:
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Format: TEL
From: SINAI
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t1978076/aaaaaejo.tel
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Litigation Codes:
Litigation History:
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Message ID: ea009e73-c288-dd11-92da-001cc4696bcc
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Original Classification: LIMITED OFFICIAL USE
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